



Minutes of the meeting of the SIB held at Flora Gardens Primary School on Monday 9th March 2017 at 4:00pm

Members:

(*Absent/ Apologies)	Name	Post
	Mr Vic Daniels	Chair
	Mr Sam Naismith	Head
	Mr John Hamilton	GB Chair
	Ms Sam Hill	
	Mr Derrick Wright	
*	Mr Denis Goldthorpe	LA Adviser

In Attendance:

Mrs Natasha Stroud	Clerk to the Governing Body
Ms Barbara Graham	Deputy Head Teacher
Ms Katy Asserati	Assistant Head
Ms Lindy Woodcock	Assistant Head

ITEM NUMBER	ITEM	ACTION OWNER
1/17	WELCOME AND APOLOGIES	
	Apologies were received from Mr Goldthorpe.	
2/17	DECLARATIONS OF INTEREST	
	Standing declarations were noted.	
3/17	MINUTES OF THE MEETING HELD ON 16th JANUARY 2017 AND MATTERS ARISING	
	The minutes of the last meeting were agreed as an accurate record and were signed by the Chair. EYFS Visit – report enclosed, discussed at CPPC. SDP Milestones – On going monitoring and included on agenda. Y5 data – Confirmed sent Y5 data – reviewed at CPPC	

	<p>Ms Hill Moderation visit – Ms Hill updated Governors on the visit she had undertaken. The moderation record was reviewed. An updated copy of the log was included within the agenda pack for this meeting.</p> <p>Following a discussion, it was agreed that rather than attaching the information to the minutes Ms Hill would visit the school once per term to review and monitor the Moderation Log.</p> <p>Mr Wright’s report on his Pupil Progress visit was included in the agenda pack and noted by Governors. Lesson/Teaching observations were undertaken. Joint observations took place and looked at both Y5 classes.</p>	
	RESOLUTION	
	Minutes approved and signed	
4/17	REPORTS SINCE LAST MEETING	
	<p>SEN visit - This was completed and included a review of the monitoring system, E folders and meeting with the SENCO. Significant progress was noted. Ofsted inspired questions were asked and the SENCO was confident and answered these well. Review of the SEN register took place and looked at who had made exceeding progress compared to the September 2015 baseline. Progress was seen within the data.</p> <p>Highlighted need noted – reducing the number of SEN in school. The school’s percentage was 14.4 compared to the National Average at around 12%.</p> <p>The Head advised that targets were being set and the school was implementing Quality First teaching alongside targeted interventions.</p> <p>A discussion took place on SEN and the schools approach. Separate meetings with parent inclusion were due to take place. <i>In response to a question it was confirmed that parents were supposed to be part of the assessment process, targets and how the child was progressing.</i></p> <p><i>Governors questioned how SEN was determined at the school. The Head advised that their definition was working 2 years below age related and this was included within the school’s policy.</i></p> <p><i>In response to another question the Head confirmed that now children were making better progress it should be much easier to differentiate the need.</i></p> <p>Overall the SEN report was positive. The report would be included within the pack for the next CPPC meeting. the SEN actions were updated in the SDP.</p>	
	RESOLUTION	
	SEN report to be included in the Summer Term CPPC agenda pack: review progress	
5/17	ACHIEVEMENT AND ATTAINMENT DATA	
	<p>The Head referred to the data headlines for Spring 1.</p> <ul style="list-style-type: none"> • EYFS, Y1, Y2, Y3, Y4 & Y6 are progressing well and on track with 50% or over combined RW & M. • Y5’s progress and attainment is the area that requires continued focus. 	

- AMA still not progressing as well across the school as we would like – Year 1 AMA doing the best currently
- SEN have made expected progress in all year groups and accelerated progress this half-term in Years 4 & 6.
- AMA PP have made accelerated progress in ALL years except year 5.
- Impact of SLT measures in Reading are positive since Autumn 2015 as shown in the data – 11% of the school overall were GDS readers in Autumn 2015, that figure is now 18% of the school and rising.

A Discussion took place on Y5 and the Head confirmed that this Y5 had unfortunately seen a high turnover of Teachers. Progress throughout the rest of the school was good. There was a strong Y5 teacher now in place who was having an impact. Procedures were in place to increase progress. The school had drilled down on additional support.

Ms Woodcock carried out regular learning walks and unofficial drop ins. Both Y5 teachers were positive on the feedback and were acting on the suggestions made. Robust conversations had taken place with both teachers and they were clear on the need to focus and improve the pedagogy.

It was noted that one Y5 class was doing better than the other. A Governor questioned if they were receiving different interventions. The Head explained that the classes were set on ability for Maths and utilise one of the HLTA's.

The next data point was Easter.

The Y5 timetable of interventions was enclosed and noted.

The Head advised that they were aware of the situation last year and procedures were put in place to address the concerns – mixing up the groups. Setting was trialled in English but was not effective and therefore they had resorted back to the original process. *A Governor asked if the data produced was reflected on Reading, Writing and Maths being set.* The Head confirmed that they had only just started not setting. It was explained that they did not anticipate the high turnover of staff and this was extremely unfortunate however the school was doing everything possible to ensure progress was made.

It was noted that the previous minutes claimed that Y5 had made 2 steps of progress. *Governors questioned if this was correct.* It was confirmed that the rounded (overall) figures confirmed that 2 steps had been made this was an overall figure and not individual. The children were now back on track however accelerated progress now needed to be made. 4 steps of progress were expected since September. The figures exhibited that the school was moving in the right direction and systems were being implemented.

It was asked what the likely hood was of the data tables reaching Green. The Head confirmed that if the tables reached Yellow progress had been made. It was hoped that a few may turn Green but overall Yellow was expected.

SATs Prediction template

The Head explained that the Y6 Teacher had made 2 predictions at the start of the year: most likely and best case.

70% were currently on track to pass in Reading, this was 68% at February half term. It was explained that this time last year only 48% were expected with 56%

	<p>being the actual result. The school had had a huge push in Reading. The National Average was 66%.</p> <p>It was explained that the school was adding 4-5% on from last years national, benchmarking against what they felt the National Average would be this year. The focus was to get all children higher than national and as high as possible. This was where the progress would be.</p> <p>Ms Asserati referred to the Raise table she was recommended and took Governors through Ms Woodcocks class.</p> <p><i>In response to a question it was confirmed that schools could not dis-apply EAL or SEN.</i></p> <p>It was note that the current Y3's were expected as combined, to achieve 76% at or above National Average when they are in Y6.</p> <p>The Narrative was to look back 2 years to September 2015 and the success was there.</p> <p>In 2015/16 37% of the school was ARE combined. In 2016/17 this was at 57% combined there was an increase of 20%. Moderation ensured this was accurate and evidence was available.</p> <p>A discussion took place on readily available information. The Head confirmed that this was all on the website ready for review and more was available on request for the password.</p> <p><i>A Governor asked if all staff had been asked to read and sign the statutory policies. This was confirmed.</i></p> <p><i>Another Governor asked if the GB had involvement in the Schools mission statement. The Head advised that Governors were actively involved in this.</i></p> <p><u>SDP Milestones</u> These were being inputted and boxes merged where relevant. This was ongoing and was being updated every month.</p> <p><i>A Governor asked when the SEF was last updated. This document was tweaked yesterday and the school was noted as good on all lines.</i></p> <p>The Head expressed that he was aiming to achieve a 1 on Leadership and Management which was highlighted in the review. Middle Leaders need continued focus to achieve this.</p>	
	RESOLUTION	
	Noted	
6/17	COMMISSIONING PLAN	
	<p>It was confirmed that this had taken place. The plan had been shared by Mr Goldthorpe with the Head and Chair of Governors.</p> <p>It was agreed that this item would be removed from future agendas.</p>	
	RESOLUTION	

	Completed, remove from future agendas	
7/17	AGREEMENT ON PROPOSED ACTIONS	
	<p>Ms Hill to carry out visit to review the moderation log once per term</p> <p>SEN report to be included in the Summer Term CPPC agenda pack: review progress</p> <p>Acronyms sheet to be provided – KA to chase this</p> <p>Commissioning plan to be removed from future agendas</p> <p>Head to check suitable date for the next meeting and pass to the Clerk for circulation</p>	
8/17	DATE OF THE NEXT MEETING	
	It was agreed that the meeting would take place w/c 24 th April or thereafter. The Head would confirm a suitable date and pass this o the Clerk for circulation.	

The meeting closed at 7:07pm

Signed.....

Dated.....